

MINUTES OF THE DEPUTY DIRECTOR (SUPPORT)

STAFF LUNCHEON

8 December 1955

1. Colonel White requested that the heads of the major DD/S components review and clear data on cafeterias, auditoriums, conference rooms, office space, etc., before their designated representatives forward same to [REDACTED] the over-all DD/S coordinator for these matters.

With further reference to preliminary planning for the new building, Colonel White reported that DD/S components, on the average, are requesting more space per capita than either DD/I or DD/P. Since space allocations for the new building will have to be reduced because of the limitation on money, [REDACTED] will be in touch with office heads and their designated representatives to discuss the needed reductions.

2. Referring to the SSA-DD/S structure Colonel White noted that experience to date indicates that the concept is sound and that DD/P seems satisfied with the way in which it functions. Citing the command structure of an Army Infantry Division as analogous, Colonel White emphasized that the SSA is responsible to the DD/S but responsive to the DD/P. Heads of all components were reminded of the importance of keeping [REDACTED] informed regarding all matters and actions affecting the Clandestine Services.

3. The Comptroller and the Directors of Training, Security, and Personnel were asked to submit, by 2 January 1956, progress reports regarding solution of certain problems identified during the Special Clandestine Services Orientation course. These problems had been assigned for action by memorandum dated 8 August 1955 with no deadline being specified.

4. Colonel White thanked all present for their successful elimination of the backlog of overdue Fitness Reports and requested all to continue to adhere to regularly scheduled due dates for such reports.

5. Colonel White invited attention to the following items of the agenda for the 12 December 1955 Senior Staff Meeting:

a. Discussion by General Cabell of the "Agency Training Policy," (Notice No. [REDACTED] 29 October 1955).

b. Final report by the Director of Personnel on the Consolidated Charities Fund drive.

c. Discussion by the Director of Personnel of new Regulations on Personnel Assignment and Promotion Policies.

d. Comment by the Director concerning Christmas and New Year's Holiday duty requirements (Monday, 26 December 1955 and Monday, 2 January 1956, are official holidays). [REDACTED]

~~S-E-C-R-E-T~~

With regard to item c., Mr. Baird noted existence of a unique problem not covered explicitly by the new Regulation in that the Clandestine Services and the Office of Training exchange personnel who do not perform the work of their parent career service while serving a tour of duty with the other. Mr. Reynolds suggested that this and other special situations not yet recognized might necessitate formulation of supplemental ground rules.

6. Colonel White commented upon the failure of offices to comply with deadlines for submission of reports. He pointed out that the deadlines not only are announced at DD/S Staff Meetings but also are recorded in the Minutes of those Meetings and requested all offices to comply with deadlines as fixed.

25X1A9a 7. Colonel White announced that Mr. Pforzheimer was about to undertake a new assignment and that effective 1 December 1955 he had turned over his responsibilities as Legislative Counsel to [REDACTED] formerly Deputy Director of FOA. On behalf of all DD/S components, Colonel White expressed appreciation for Mr. Pforzheimer's cooperation and efforts during his long service as Legislative Counsel and pledged full support for his successor, [REDACTED]

25X1A9a 8. There being no further business, the meeting was adjourned.

S-E-C-R-E-T